

Title: **SUPERVISOR OF RESOURCES**

Salary: Band D
Effective Date: 01/01/13
FLSA Designation: Exempt

GENERAL DESCRIPTION

Under general direction of the Deputy General Manager - Resources, plans, organizes, directs, controls, and supervises work of staff related to engineering design and technical work, and policy analysis related to the management of District resources activities including the preservation, restoration, enhancement, and management of District water resources, land acquisition, power, drainage, groundwater, and water conservation. This is an unclassified position in which the incumbent serves at the discretion of the General Manager.

EXAMPLES OF WORK PERFORMED

The information listed below is meant to serve as samples of the job duties and responsibilities for positions in this classification. This list is neither inclusive nor exclusive, but indicative of several types of duties performed.

1. Plans, organizes, assigns, directs, reviews, and supervises the work of assigned staff engaged in the preparation of various analyses, planning feasibility studies, project development, interpretation and preparation of studies, mitigation plans, environmental documents, designs, specifications, contract and bid documents, estimates, and reports.
2. Selects, trains, and evaluates the performance of assigned staff.
3. Prepares the Department's annual budget; reviews expenditures to ensure they remain within prescribed limits; and justifies budget variances.
4. Communicates with staff and is responsible for ensuring compliance with District policies, rules, regulations, and guidelines.
5. Participates in formulating long-range planning goals.
6. Directs and undertakes a variety of analysis related to water quality, water resources, wastewater utilization, Safe Drinking Water Act, Clean Water Act, and other related State and Federal operations and legislation.
7. Monitors, evaluates, and coordinates with others on Central Valley Project operations and water supply forecasts.
8. Serves as a Project Manager on various projects related to water resources, land acquisition, groundwater, drainage, power resources, and water conservation.
9. Coordinates, negotiates, and administers engineering and other resources projects, contracts, and agreements.

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10. Reviews and interprets chemical tests and data and develops water quality, reclaimed water, wastewater, and resource project operations and standards.
11. Prepares or reviews environmental studies, documents, and reports.
12. Acts as District representative at meetings, conferences, and hearings of local, State, or federal agencies.
13. Performs other duties as required.

CLASSIFICATION REQUIREMENTS

Education and Experience: A combination of equivalent education and experience that has led to the acquisition of the knowledge required by the position. A typical way of acquiring the knowledge would be:

A bachelor's degree in Civil, Agricultural, or Environmental Engineering, or a related field, **and** five (5) years of increasingly complex engineering experience related to project identification, planning, design, construction, and operation of water storage, distribution and drainage systems including hydrologic analysis and operations modeling of the Central Valley Project, State Water Project, and the Sacramento-San Joaquin Bay/Delta Estuary and related systems, power generation and conveyance systems, groundwater resources, and water conservation and management, two (2) years which must have included lead or supervisory responsibilities; or equivalent.

Knowledge of:

- Engineering principles, practices, terminology, and methods of planning design construction, operation, and inspection of water distribution and drainage collection systems and water resources, water supply, and water and wastewater treatment.
- Principles of hydraulic design, hydrology, materials engineering, soil mechanics, and structural engineering.
- Engineering mathematics and statistical analysis techniques.
- Engineering economics, specifications, and contract procedures.
- Principles of National Environmental Policy Act (NEPA), California Environmental Quality Act (CEQA), and Endangered Species Act (ESA) compliance requirements.
- Central Valley Project, State Water Project, and Sacramento-San Joaquin Bay/Delta Estuary operations.
- Water rights and water transfers.
- Water conservation/management practices, including plant-soil-water relationships.
- Municipal and industrial water quality monitoring requirements and principles.
- Surface and subsurface drainage principles and practices.
- Principles and practices of management, supervision, and budgeting.

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- Construction methods and materials.

Knowledge of (continued):

- Irrigation principles and practices, including wastewater reuse.
- Fundamentals of specification writing and regulations.
- Applicable safety and accident procedures of the California Occupational Safety and Health Act.
- Computer technology as applied to engineering work.
- Principles and practices of power regeneration and energy conveyance systems.
- The use of a PC.

LICENSE, CERTIFICATE, OR CREDENTIAL

- Possession of a valid certificate of registration as a professional engineer in the fields of Civil, Agricultural, or Environmental Engineering issued by the California State Board of Registration for Professional Engineers is required.

WORKING CONDITIONS

- Possess physical characteristics to perform the critical and important duties of the job.
- Work hours other than normal work schedule.

STANDARD REQUIREMENTS

- Possession of a valid Class C California Driver's License with a driving record acceptable to the District's automobile insurance provider is required.